

## **El Sobrante Municipal Advisory Council**

Mailing address: **3769-B San Pablo Dam Road, ES, 94803**

Meets on the **2nd Wednesday** of the Month at **7:00 P.M.**

Location: **Richmond ELKS Lodge #1251**

3931 San Pablo Dam Road, El Sobrante

The ESMAC is an advisory body to the Board of Supervisors

**Chair:** Xina Ash **Vice Chair:** Thomas Lang **Secretary:** Xina Ash proxy for Tom Owens, *on excused leave*

**Members at-large:** Jim Hermann, Dr. Melinda V. McLain, Joe Sarapochillo, *vacancy*

**Alternates:** Shirley Rosenthal-Winston, *vacancy*

The El Sobrante Municipal Advisory Council (ESMAC) or subcommittees of ESMAC will provide reasonable accommodation for persons with disabilities planning to attend ESMAC meetings or ESMAC subcommittee meetings. Please contact the ESMAC Chair Xina Ash at least 24 hours before the meeting at: [xa.esmac@gmail.com](mailto:xa.esmac@gmail.com)

Printed agendas are available for review at the El Sobrante Chamber of Commerce and at the Sheriff's Annex office. Electronic copies are available for download at:  
[www.cocobos.org/gioia/elsobrantemac](http://www.cocobos.org/gioia/elsobrantemac)

### **AGENDA for Wednesday, November 13, 2019**

**7:15 PM**

#### **Pledge of Allegiance**

#### **Call to Order/Welcome/Roll Call**

**Approval of Minutes** – Minutes for October 9, 2019 ESMAC meeting

**Treasurer's Report** – James Lyons, District Coordinator, Office of Supervisor John Gioia

#### **Introduction of Speakers/Guests/Topics**

**P.1** Presentation by Sheriff's Office, Bay Station Commander, Lt. Joseph Buford

Questions – limit 2 minutes per speaker

**P.2** Presentation by California Highway Patrol, Officer Sean Wilkenfeld

Questions – limit 2 minutes per speaker

**P.3** Presentation by Contra Costa County Consolidated Fire District

Questions – limit 2 minutes per speaker

**P.4** Presentation by Andrew Pierce, Contra Costa Mosquito & Vector Control District

Questions – limit 2 minutes per speaker

**P.5** Presentation by James Lyons, District Coordinator for Supervisor John Gioia, monthly report

Questions – limit 2 minutes per speaker

**P.6** Presentation by Darlene Drapkin, Partnership Specialist, U.S. Census Bureau

Questions – limit 2 minutes per speaker

**P.7** Presentation by Sarah Dunham (El Sobrante Not in our Town) regarding United Against Hate Week (November 17 to 23, 2019)

Questions – limit 2 minutes per speaker

**Public Comment** – for items not on the agenda. Limit 2 minutes per speaker

**Discussions Items** – The Council will consider and act on the following:

Development plan applications, variance reports, building modification requests, appeals etc., received in the previous month from the Contra Costa County Conservation and Development Department and Notices of Public Hearings.

**DI.1** – *Envision 2040* – ESMAC to vote on submitting the letter of support authored by Thomas Lang, Vice Chair and submit via ESMAC.

**DI.2** – CCC's Dept. of Conservation and Development VR19-1039 – ESMAC will review and make a recommendation to County Department of Conservation and Development. The project applicant is applying for variances for their project located at *679 El Centro Road*. Notice of Intent to Render Administrative Decision response due by November 14, 2019 by 5pm to DCD Planner Nicholas Vu at 30 Muir Road Martinez, CA 94553.

### **Short Discussion Items**

**SDI.1** – Report about the El Sobrante 16<sup>th</sup> Annual Community Clean-up Day – (6) volunteers, fully filled (2) large containers.

### **Information Items**

**10.1** Contra Costa County Zoning Administrator

November 4, 2019 Agenda attached (no items for El Sobrante).

**10.2** Contra Costa County Planning Commission

Meeting cancelled to December 11, 2019, notice attached

**10.3** El Sobrante Chamber of Commerce Hometown Holiday Faire

Saturday November 30, 2019 10:00am – 3:00pm, Masonic Hall, 5050 El Portal Drive, El Sobrante

**10.4** Richmond Sanitary Services – Free Mattress Disposal and Compost Giveaway, flyer attached

### **ESMAC Subcommittees**

**11.1** ESMAC Land Use

**11.2** ESMAC Safety

**11.3** ESMAC Education Programs/ Outreach

### **Announcements:**

- The ESMAC has (1) member vacancy and (1) Alternate vacancy.
- The ESMAC brochure is due to be revised. Members of the ESMAC are encouraged to submit ideas to James Lyons.

### **Agenda Items / Speakers for Upcoming ESMAC Meetings:**

### **Adjournment:**

## **El Sobrante Municipal Advisory Council**

Mailing address: **3769-B San Pablo Dam Road, ES, 94803** We meet on: **2nd Wednesday** of the Month  
at **7:00 P.M.** Location: **Richmond ELKS Lodge #1251**  
3931 San Pablo Dam Road, El Sobrante

### **Minutes for Wednesday October 9, 2019 7:00PM**

**Pledge of Allegiance** led by Shirley Rosenthal-Winston

**Members Present-** Xina Ash, Thomas Lang, Melinda V. McLain, Joe Sarapochillo, Shirley Rosenthal-Winston.

**Members Absent** - Tom Owens, Jim Hermann. Madam Chair Xina Ash chaired the meeting and kept the minutes.

**Approval of Minutes** – Minutes for the ESMAC meeting held September 11, 2019 were unanimously approved.

**Treasurer's Report** – James Lyons, District Coordinator, Office of Supervisor John Gioia: \$2,005

- Carry over from Sept. 19<sup>th</sup> reporting

### **Introduction of Speakers/Guests/Topics**

P.1 – Presentation by Sheriff's Office, Bay Station Commander, Lt. Joseph Buford

- The El Sobrante Stroll went well without any incident outside of (4) minor medical calls.
- Overall, El Sobrante area has been normal and calm. Resident raised awareness of a recent burglary near Argyle Road.
- De Anza HS Shooting update where (3) suspects are in custody and (1) firearm.
- Joe Sarapochillo raised awareness to the recent gun activity at the newly acquired East Bay Waldorf School property (EBWS). EBWS might look to hold a presentation during an upcoming ESMAC meeting to provide an update/Q&A with the property use.

P.2 – Presentation by California Highway Patrol, CHP Officer Timothy Leviste

- Some Expired Speed Surveys at Valley View more so in the Richmond area are in the process of renewal. This will then allow enforcement. The speed survey for San Pablo Dam Road are up to date. Speed survey's allow for enforcement of the posted speed limit. Speed trailers support traffic visibility of the posted speed limit, as a positive reinforcement tool, and not utilized for violation enforcement purposes. They are not camera equipped. Speed surveys are typically for 5 years and can be extended to 10 years. It may be possible to place a trailer at a location/area with recurring accident.
- Barranca St Survey completed, and report sent to John Gioia's office. Residents present inquiring about County support with cars parking on sidewalks and residential responsibility due to limited action by enforcement. Thanks, and gratitude expressed by resident for responding to calls about a recent leaking car that has led to the vehicle owner addressing the leaks.
- Upcoming Power outage awareness – If stoplights are out, treat as a stop sign.
- Joe Sarapochillo raised awareness to the recent gun activity at the newly acquired East Bay Waldorf School property. EBWS might look to hold a presentation during an upcoming ESMAC meeting to provide an update/Q&A with the property use.

P.3 – Presentation by Contra Costa County Fire Capt. Kenneth Loo

- CCCFD and Reach have formed a partnership with a helicopter ambulance deployment program.
- 2<sup>nd</sup> bulldozer acquired
- 25 new recruits
- Volunteer Firefighters teams deployed to the Hurricane for support.
- County-wide power outage teams in place
- ESMAC Members present took part in a 5 min Hands Only CPR course demonstration. CCCWF has an Initiative of getting this demo exposed to 10K High Schoolers. Seeking community support to bridge communication.

P.4 – Presentation by James Lyons, District Coordinator for Supervisor John Gioia, monthly report

- Library update (via proxy, Madam Chair) Looking to announce Opening Day in the next few weeks. Highlights: All windows, flooring, shelving, major electrical and exterior painting have been completed. Active scopes include exterior security camera installation, data, receive and shelve the collection, install computers, self-checks, laptop lending and other electronics
- Sierra Club El Sobrante community buildings opting into the MCE's Deep Green Service. James Lyons to provide status update if El Sobrante will be able to participate. No update.

**Public Comment**

- Melinda McClain discussed the status of the new development at the site of the old Adachi Nursery. Community Work and Fun Days held last Saturday of the next 2 months from 10a-3p.
- Memorial services for beloved community leader Maurice Abraham being held at the Elks Lodge on October 25<sup>th</sup> at 2pm

Discussions Items.

DI.1 Envision 2040 – ESMAC to vote on a letter of support. ESMAC unanimously voted in favor of writing a letter. Tom Lang to create draft.

DI.2 – CCC's Dept. of Conservation and Development SE19-0005 – ESMAC to review the application to construct a duplex on a vacant lot on *4482 Appian Way* near Santa Rita Road. Response due by October 25, 2019 to Stanley Muraoka. ESMAC unanimously voted in favor of the application moving forward.

DI.3 – CCC's Dept. of Conservation and Development SE19-0008 – ESMAC to review the application to construct a duplex on a vacant lot on *4448 Appian Way* near Santa Rita Road. Response due by October 25, 2019 to Stanley Muraoka. ESMAC unanimously voted in favor of the application moving forward.

DI.4 – CCC's Dept. of Conservation and Development VR19-1039 – ESMAC to review the variance application to allow a 0' setback for a retaining wall where 3' is required at *679 El Centro Road*. The new retaining wall would be a maximum of 5' high and replacing an existing retaining wall. Response due by October 14, 2019 to Nicholas Vu. ESMAC unanimously voted in favor of the application moving forward.

DI.5 – CCC Dept. of Conservation and Development VR19-1043 – ESMAC to review the variance application. The applicant requests approval of a variance to allow a 14.5-foot front setback, where 20 feet is required, to legalize the conversion of the existing garage into living space. No change in building

footprint is proposed at this time. Response due by October 29, 2019 to Nicholas Vu. ESMAC unanimously voted in favor of the application moving forward.

#### Short Discussion Items

JS raised the inquiry on having a meeting w/ CCC Planning and other CCC agencies that request comment for guidance on the process and training. Joe Sarapochillo to reach out to James Lyons for support.

#### Information Items

**10.1** Contra Costa County Zoning Administrator

- October 7, 2019 Agenda attached (no items for El Sobrante).

**10.2** Contra Costa County Planning Commission

- Meeting cancelled to October 23, 2019, notice attached

**10.3** El Sobrante Community Clean-up Day

- Saturday October 12, 2019, 8:30am-12pm Moose Lodge #500, 4660 Appian Way

**10.4** Greater Richmond Interfaith Program (GRIP) 33rd Annual Harmony Walk, register at [www.gripcares.org](http://www.gripcares.org) or 510-233-2141. GRIP delivers services to the Homeless in Richmond/Contra Costa County.

- Saturday October 26, 2019, 9:00am – 1:00pm Nichol Park (3230 Macdonald Ave. Richmond)

**10.5** El Sobrante Chamber of Commerce Hometown Holiday Faire

- Saturday November 30, 2019 10:00am – 3:00pm, Masonic Hall, 5050 El Portal Drive, El Sobrante

Vendor applications to be submitted by October 15, 2019, application attached

**10.6** El Sobrante Chamber of Commerce Spaghetti Western Fundraiser Dinner and Dance

- October 19, 2019 5:00pm, Elks Lodge Banquet Hall, 3931 San Pablo Dam Road, El Sobrante

**10.7** Citizens for a Greener El Sobrante are planning upcoming recurring plant sales. Dates to be announced.

#### ESMAC Subcommittees

**11.1** ESMAC Land Use – No report.

**11.2** ESMAC Safety – No report.

**11.3** ESMAC Education Programs/ Outreach – No report.

#### Announcements:

- The ESMAC has (1) member vacancy and (1) Alternate vacancy.
- The ESMAC brochure is due for a refresh. Members of the ESMAC are encouraged to submit ideas to James Lyons.

**Agenda Items / Speakers for Upcoming ESMAC Meetings: none**

**Adjournment: 8:58pm**

**Department of  
Conservation and  
Development**

30 Muir Road  
Martinez, CA 94553

Phone: 1-855-323-2626

**Contra  
Costa  
County**



**John Kopchik**  
Director

**Aruna Bhat**  
Deputy Director

**Jason Crapo**  
Deputy Director

**Maureen Toms**  
Deputy Director

**Kelli Zenn**  
Business Operations Manager

November 5, 2019

**Notice of Intent to Render  
Administrative Decision**

Dear Property Owner:

An application for a Variance Permit has been submitted to this department and is currently under review. The County Zoning Administrator will render a decision on this application following a public comment period. If you wish to comment or request a public hearing on this matter you must submit a written statement by **5:00 P.M., Thursday, November 14, 2019** to:

Contra Costa County  
Department of Conservation and Development  
Attn: Nicholas Vu  
30 Muir Road  
Martinez, CA 94553


This application is described as follows:

**GEORGE DREW (APPLICANT) AND WILLIAM SHEPHERD (OWNER), COUNTY FILE #VR19-1039:** The applicant is requesting approval of a variance to allow a 0-foot side yard (where 3 feet is required) along the southern property line to allow the construction of a retaining wall with a maximum height of 5 feet to replace an existing retaining wall. The subject property is located at 679 El Centro Road in the unincorporated El Sobrante area. (Zoning: Single Family Residential District, R-6); (Assessor Parcel Number: 425-021-008)

**Following the public comment period, the Zoning Administrator will (1) schedule a public hearing if one is requested in writing, or (2) consider comments as suggested conditions of approval or as reasons for denying the application.**

If you have any questions, please contact me directly at (925) 674-7807 or via email at [Nicholas.Vu@dcd.cccounty.us](mailto:Nicholas.Vu@dcd.cccounty.us).

Respectfully yours,

A handwritten signature in black ink, appearing to be 'N. Vu', followed by a horizontal line.

Nicholas Vu  
Project Planner

Att.: Site plan  
Elevations



# CONTRA COSTA COUNTY ZONING ADMINISTRATOR

MONDAY, NOVEMBER 4, 2019

30 MUIR ROAD

MARTINEZ, CA 94553

\*\*\*1:30 P.M.\*\*\*

NOTICE: The Zoning Administrator may alter the order of agenda items at the meeting.

The Community Development Division of the Department of Conservation and Development will provide reasonable accommodations to those persons needing translation services and for persons with disabilities who wish to participate in Zoning Administrator meetings. Please contact Hiliana Li at least 48 hours before the meeting at (925) 674-7792.

1. PUBLIC COMMENTS:
2. DEVELOPMENT PLAN: CONTINUED PUBLIC HEARING
- 2a. MIKE POURZAND (Applicant & Owner), County File #DP18-3011: A request for approval of a Kensington Design Review Development Plan to revise plans approved under County File #KR17-0013 for the construction of a single-family residence. The revised project is for a residence with a gross floor area of 4,730 square-feet where the gross floor area threshold for the property is 2,900 square feet. The revised plans also include a variance to allow a portion of the driveway structure within the front setback area. The property is located at 20 Kerr Avenue in the Kensington area of unincorporated Contra Costa County. (Zoning: Single-Family Residential District (R-6), Kensington Combining District (-K ), and Tree Obstruction of Views Combining District (-TOV)) (Assessor's Parcel Number: 572-021-001)(Continued from 10/07/19 AB) SJ Staff Report
- 2b. DAVID LATHAM (Applicant) - FLEETPARK LLC (Owner), County File #DP17-3049: The applicant requests approval of a Development Plan to construct a 11,136-square-foot truck maintenance facility, remodel a 2,922-square-foot industrial office building, and install associated improvements (e.g. pavement, utilities, stormwater conveyance) on a developed property. The project includes approximately 1,200-square-feet of grading (1,000 cut and 200 fill). The subject site is located at 320 Pittsburg Avenue in North Richmond. CEQA: The Zoning Administrator will consider the adoption of a Mitigated Negative Declaration and related findings for this project. (Zoning: North Richmond Planned Unit (P-1)) (Parcel Number: 408-190-005) JL Staff Report

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY ZONING ADMINISTRATOR WILL BE HELD ON MONDAY, NOVEMBER 18, 2019.

Staff reports prepared for hearing items may be obtained by calling the Community Development Division at (925) 674-7792 or by visiting our office at 30 Muir Road, Martinez, California. Environmental Impact Reports have been prepared for each of the agenda items indicated by an asterisk (\*).

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Community Development Division to the Zoning Administrator less than 72 hours prior to that meeting are available for public inspection at the Community Development Division of the Department of Conservation and Development, 30 Muir Road, Martinez, California during normal business hours.

Recordings of this hearing are available for reviewing or copying purposes at the Community Development Division of the Department of Conservation and Development, 30 Muir Road, Martinez, California during normal business hours. We are open continuously from 7:30 a.m. to 5:00 p.m. Monday through Thursday and 7:30 a.m. to 4:00 p.m. on Friday. Advance arrangements may be made by calling (925) 674-7205.



**~ CANCELLED ~**

**COUNTY PLANNING COMMISSION  
CONTRA COSTA COUNTY**

**WEDNESDAY, NOVEMBER 13, 2019  
30 MUIR ROAD, MARTINEZ, CA 94553**

CHAIR: Duane Steele  
VICE-CHAIR: Rand Swenson  
COMMISSIONERS: Richard Clark, Jeffrey Wright, Donna Allen, Kevin Van Buskirk, Bhupen Amin

NOTICE: Commission may change the order of items on the agenda at the beginning of the meeting.

No new items involving the opportunity for public hearing will be considered by the Commission after 10:00 P.M. unless specifically authorized by a unanimous vote of the Commission present. The Commission will adjourn at 10:30 P.M. unless there is a unanimous consent to continue. Items not heard may be rescheduled to the next meeting.

The Community Development Division of the Department of Conservation and Development will provide reasonable accommodations to those persons needing translation services and for persons with disabilities who wish to participate in County Planning Commission meetings. Please contact Hiliana Li at least 48 hours before the meeting at (925) 674-7792.

\*\*\*\* 7:00 P.M. \*\*\*\*

1. PUBLIC COMMENTS:
2. STAFF REPORT:
3. COMMISSIONERS' COMMENTS:
4. COMMUNICATIONS:

PLEASE NOTE: THE NEXT MEETING OF THE CONTRA COSTA COUNTY PLANNING COMMISSION WILL BE ON WEDNESDAY, DECEMBER 11, 2019.

Staff reports prepared for hearing items may be obtained by calling the Community Development Division at (925) 674-7205 or by visiting our office at 30 Muir Road, Martinez, California. Environmental Impact Reports have been prepared for each of the agenda items indicated by an asterisk (\*).

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Community Development Division to a majority of members of the County Planning Commission less than 72 hours prior to that meeting are available for public inspection at the Community Development Division of the Department of Conservation and Development, 30 Muir Road, Martinez, California during normal business hours.

Information about this hearing may be obtained online from the Contra Costa County website at <http://www.co.contra-costa.ca.us> under the Department of Conservation & Development's homepage, Commission and Committees and County Planning Commission. Recordings of this hearing are available for reviewing or copying purposes at the Community Development Division of the Department of Conservation and Development, 30 Muir Road, Martinez, California during normal business hours. We are open continuously from 7:30 a.m. to 5:00 p.m. Monday through Thursday and 7:30 a.m. to 4:00 p.m. on Friday. Advance arrangements may be made by calling (925) 674-7205.

## Say Bye Bye to your Old Mattress & Box Spring



Republic Services has teamed up with the Mattress Recycling Council's Bye Bye Mattress Program to allow eligible residents to drop-off old unwanted mattresses or box springs at no additional charge. **Wednesday through Saturday from 9AM-4PM households in the following cities/communities are eligible to bring 3 items per month to be recycled: cities of Richmond, Hercules, Pinole, San Pablo, El Cerrito and these surrounding unincorporated communities: Alhambra Valley-west side, Bayview, East Richmond Heights, El Sobrante, Montalvin, North Richmond, Rollingwood and Tara Hills.**

Only whole mattresses and box springs accepted. Items that are NOT accepted:

- Parts of or partial mattresses or box springs
- Excessively wet, damaged, or soiled mattresses or mattresses with bed bugs
- Fold out sofa beds or futons
- Waterbeds, car beds, air mattresses, sleeping bags, pillows, mattress toppers or other furniture

**Mattresses and box springs can be dropped off by eligible residents Wednesdays - Saturdays, 9AM-4PM at 101 Pittsburg Avenue, Richmond. Please bring proper identification or utility bill with address of household generating the items. No charge drop-off is not available to businesses, but items can be taken to the Golden Bear Transfer Station (1 Parr Blvd. Richmond) for a fee. For more information about mattress and box spring recycling, contact Republic Services recycling center at 888.412.9277**

## Compost Giveaway Program from Republic Services!

Close the loop on your organics recycling by using the finished compost made right here in Richmond. Compost provides nutrients and retains moisture in your garden and landscaping.

**On the first Wednesday of each month, West County households can come to the West County Resource Recovery facility (WCRR) located at 101 Pittsburg Avenue in Richmond, from 9AM - 4PM and get up to 2 cubic yards of compost per month at no charge. This is self-service only so please BYOB (Bring Your Own bag, bin or bucket) and shovel to load the material.**



**Valid proof of residency and identification is required.**

**For more information, contact Republic Services recycling center at 888.412.9277.**



# *Hometown Holiday Faire*

Saturday, November 30th



*Free Admission*

10:00am to 3:00pm

Masonic Hall

5050 El Portal Drive, El Sobrante

Unique Holiday Gifts For Sale, Crafted by Local Artisans & Merchants  
Holiday Music in an Old Fashioned Holiday Setting

Light Catered Lunch Available / \$7.00 Donation  
Fresh Baked Goods & Beverages

Presented by the El Sobrante Chamber of Commerce  
Proceeds benefit the Chamber Scholarship Fund